



# City of Annapolis

Department of Planning & Zoning

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## Historic Preservation Commission

December 10, 2013

The Historic Preservation Commission (HPC) of the City of Annapolis held its regularly scheduled public meeting on December 10, 2013 in the City Council Chambers. **Chair** Kennedy called the meeting to order at 7:30pm.

**Commissioners Present:** **Chair** Kennedy, **Vice Chair** Leahy, Zeno, Finch, Phillips

**Commissioners Absent:** Kabriel, Toews

**Staff Present:** Craig-Historic Preservation Officer

**Chair** Kennedy introduced the commissioners and staff. She stated the Commission's purpose pursuant to the Authority of Article 66B, Section 8.01-8.17 of the Annotated Code of Maryland and administered the oath en masse to all persons intending to testify at the hearing.

### C. APPROVAL OF MINUTES

The September 10, 2013 meeting minutes were withdrawn for further clarification.

**Vice Chair** Leahy moved approval of the October 8, 2013 meeting minutes as amended. Ms. Zeno seconded the motion. The motion passed unanimously in a vote of 4-0 with one abstention.

### D. ANNOUNCEMENTS

Ms. Craig welcomed Ms. Phillips. She reminded the HPC of the holiday celebration scheduled for December 18, 2013 at 5:00pm at the Paca House. She also announced that there is a celebration scheduled for December 18, 2013 at noon in Mahan Hall at the Naval Academy where the Superintendent will be thanking staff for their work on the War of 1812 signs. She announced that there will also be a celebration scheduled for sometime in July 2015 to celebrate the dedication of Annapolis as a National Landmark destination.

### E. VIOLATIONS

Ms. Craig reported on the 4 Shipwright Avenue chimney indicating that the owner acknowledged that there are concerns with the chimney and intends to complete the necessary repairs. She agreed to follow up to ensure that the work is completed.

### F. CONSENT DOCKET

There was none.

### G. OLD BUSINESS

- 1. 11 S. Acton Place** – T. Averill Architect LLC – Construct a 2 ½ story addition with connecting glass bridge topped by a green roof and deck. Landscape alterations include addition of an in-ground pool, patio and landscaping. **(WITHDRAWN)**

**Chair** Kennedy accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
O	Terry Averill email dated 12/10/13

**Chair** Kennedy agreed to get clarification from Mr. Elson on whether the Averill email should be considered as an exhibit or just correspondence accepted in the minutes.

**H. NEW BUSINESS**

**1. 139 Prince George Street** – Victoria Cloud/NUBE, LLC – After the fact approval to replace roof with a rolled composition roof.

The applicants had nothing more to add to that which was already submitted. Ms. Victoria Cloud asked for clarification regarding the administrative approval process. **Chair** Kennedy explained how the process works and stated that an approval would allow the applicant to replace the roof in kind.

**Staff:** Ms. Craig restated her written report and recommend denial of the application as submitted.

**Public:** The public testimony opened at 8:03pm and no one from the public spoke in favor or opposition to the application so Chair Kennedy declared the public testimony closed at 8:04pm.

**Commissioners:** **Chair** Kennedy believes that the application is consistent with guideline D.10. Ms. Zeno agreed and added that roof is not visible. The remaining commissioners concurred with **Chair** Kennedy comments.

The following Commissioners made a site visit on this application.

Name
Kennedy, Zeno, Finch

**Chair** Kennedy accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
<b>A</b>	HPC application dated 10/17/13 with attachment
<b>B</b>	Staff memorandum dated 12/8/13

**Vice Chair** Leahy noted that whereas the application for 139 Prince George Street complies with guideline D.10, moved approval as submitted. Ms. Zeno seconded the motion. The motion passed unanimously in a 5-0.

**I. ADMINISTRATIVE BUSINESS**

**Discussion on Rules of Procedures Revisions**

The HPC reviewed and discussed the revisions made to the Rules of Procedure. Ms. Craig was asked to check into whether the Board of Appeals has in its Rules of Procedure, any information on expert witnesses. Commissioners were encouraged to review the revised document and submit any comments or edits to Ms. Craig.

**J. ADJOURNMENT**

With there being no further business, **Vice Chair** Leahy moved to adjourn the meeting at 8:42pm. Ms. Zeno seconded the motion. The motion passed unanimously in a vote of 5-0.

**The next meeting is scheduled for January 14, 2014 at 7:30pm at the City Council Chambers.**